



**Carpenter 2  
7500 – 6475 - 3PB13**

**Carpenter Supervisor  
7500 – 6470 - 3PB14**

Department(s): California Department of Forestry and Fire Protection  
California Exposition and State Fair  
Department of State Hospitals  
California Department of Human Resources  
State Personnel Board

Final Filing Date: Continuous

Type of Examination: Multi-department Open

Salary: Monthly-Ranged-Salary - \$3,828.00 to \$5,079.00

## **EEO**

An equal opportunity employer to all regardless of race, color, religion, sex, gender identity or expression, national origin, age, ancestry, disability, marital status, political affiliation, sexual orientation, or genetic information.

## **DRUG-FREE STATEMENT**

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

## **WHO SHOULD APPLY?**

Applicants who meet the Minimum Qualifications as stated on this bulletin may apply for and take this Training and Experience Evaluation.

Once you have taken this Training and Experience Evaluation, you may not retake it for 12 months.

## **FILING INSTRUCTIONS**

**Final Filing Date:** Continuous

**Where to Apply:** Click the link at the bottom of this bulletin.

## **SPECIAL TESTING ARRANGEMENTS**

If you have a disability and need special assistance or special testing arrangements, contact the California Department of Human Resources (CalHR), Examination Services at (866) 844-8671, or via the California Relay Service for the Deaf or Hard of Hearing at (800) 735-2929 from TTY Phones and (800) 735-2922 from voice phones.

## **SALARY INFORMATION**

Monthly Ranged Salary for Carpenter 2:  
Base Salary Range A - \$3,828.00 to \$4,411.00

Base Salary Range B - \$4,201.00 to \$4,844.00

Monthly Ranged Salary for Carpenter Supervisor

Base Salary Range A - \$4,012.00 to \$4,622.0

Base Salary Range B - \$4,402.00 to \$5,079.00

### ELIGIBLE LIST INFORMATION

An open, merged eligible list will be established by the California Department of Human Resources for use by other State departments. The names of successful competitors will be merged onto the eligible list in order of final score regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retake the Training and Experience Evaluation to reestablish eligibility.

### REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

**NOTE:** All applicants must meet the education and/or experience requirements as stated on this examination bulletin as of the date the test is taken.

### MINIMUM QUALIFICATIONS

#### Carpenter 2

##### Pattern 1

One year of varied experience as a [journey level carpenter](#), and completion of a [recognized apprenticeship in carpentry](#).

##### Or Pattern 2

Five years of [varied carpentry experience](#). An Associate of Arts or Certificate of Art Degree in Carpentry from an accredited community college may be substituted for two years of the required experience.

(Students who are within six months of completing their degree will be admitted to the examination but they must present evidence of completion prior to appointment.)

#### Carpenter Supervisor

##### Pattern 1

Two years of varied experience as a [journey level carpenter](#), and completion of a [recognized apprenticeship in carpentry](#).

##### Or 2

Six years of [varied carpentry experience](#). An Associate of Arts or Certificate of Art Degree in Carpentry from an accredited community college may be substituted for two years of the required experience.

(Students who are within six months of completing their degree will be admitted to the examination but they must present evidence of completion prior to appointment.)

### POSITION DESCRIPTION

#### Carpenter II

This is a working leadworker level. In addition to the duties of the Carpenter I, incumbents at this level may prepare lists of materials and supplies; estimate job costs; lay out a job; and direct the work of three or more craftspeople or helpers, exercising only limited supervisory responsibility.

#### Carpenter Supervisor

This is the first full supervisory level. Incumbents plan, lay out, direct and inspect the work of a crew of carpenters and other workers engaged in construction and repair work; advise in the selection of building materials; requisition building materials and supplies; see that work is carried out according to plans and specifications and is properly correlated with other trades; inspect scaffolding and false work; and see that safety regulations are followed.

### EXAMINATION INFORMATION

## **TRAINING AND EXPERIENCE EVALUATION – Weighted 100%**

The examination will consist solely of a Training and Experience Evaluation. To obtain a position on the eligible list, a minimum score of 70% must be received. An applicant will receive his/her score upon completion of the Training and Experience Evaluation process.

[Click here to preview the Training and Experience Evaluation.](#)

### **KNOWLEDGE AND ABILITIES**

#### **Carpenter 2**

##### **Knowledge of:**

- Basic arithmetic
- Spelling and grammar
- Principles, methods, materials, tools, and equipment used in carpentry
- Safety Orders of the Division of Industrial Safety applicable to carpentry
- Building codes

##### **Skill in:**

- Both rough and finish carpentry and the use of hand and power carpentry tools

##### **Ability to:**

- Read and write English at a level required for successful job performance
- Follow directions
- Acquire acceptable work habits such as punctuality, neatness and dependability
- Work safely
- Make satisfactory progress in the prescribed academic and practical work in an approved apprenticeship program for Carpenter
- Read blueprints and work from, and interpret, plans and specifications
- Recognize lumber grades and types
- Keep records and make simple reports
- Prepare rough sketches of carpentry work
- Make estimates of material and labor
- Follow oral and written instructions
- Instruct and lead unskilled assistants
- Direct and coordinate the work of a small crew
- Follow oral and written directions

#### **Carpenter Supervisor**

##### **Knowledge of:**

- Basic arithmetic
- Spelling and grammar
- Principles, methods, materials, tools, and equipment used in carpentry
- Safety Orders of the Division of Industrial Safety applicable to carpentry
- Building codes

##### **Skill in:**

- Both rough and finish carpentry and the use of hand and power carpentry tools.

##### **Ability to:**

- Read and write English at a level required for successful job performance
- Follow directions
- Acquire acceptable work habits such as punctuality, neatness and dependability
- Work safely
- Make satisfactory progress in the prescribed academic and practical work in an approved apprenticeship program for Carpenter
- Read blueprints and work from, and interpret, plans and specifications
- Recognize lumber grades and types

- Keep records and make simple reports
- Prepare rough sketches of carpentry work
- Make estimates of material and labor
- Follow oral and written instructions
- Instruct and lead unskilled assistants
- Direct and coordinate the work of a small crew
- Follow oral and written directions

### VETERANS' PREFERENCE POINTS

Veterans' Preference Points will be added to the final score of all competitors who are successful in this examination, and who qualify for, and have requested, these points through the California Department of Human Resources. Due to changes in the law, effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veterans' Preference Points.

### CAREER CREDITS

Career Credits **will not** be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.

### CONTACT INFORMATION

If you have any questions concerning this examination bulletin, please contact:

California Department of Human Resources  
Attn: Examination Services  
1515 S Street  
Sacramento, CA 95811

1-866-844-8671

California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice)

TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

### GENERAL INFORMATION

**Applications are available** at [www.jobs.ca.gov](http://www.jobs.ca.gov) and local offices of the Employment Development Department.

**If you meet the requirements** stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be rated against a predetermined job-related rating, and all candidates who pass will be ranked according to their scores.

**The California Department of Human Resources** reserves the right to revise the examination plan to better meet the needs of the service, should the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules, and all competitors will be notified.

**Candidates needing special testing arrangements** due to a disability must mark the appropriate box on the application and contact the testing department.

**Hiring Interview Scope:** In a hiring interview, in addition to the scope described in this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight may be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her

recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development. For more information, you may refer to the classification specification <http://www.calhr.ca.gov/state-hr-professionals/pages/6478.aspx>.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

**Veterans' Preference Points:** California Law (Government Code 18971-18978) allows the granting of Veterans' Preference Points in open entrance and open, non-promotional entrance examinations. Veterans' Preference Points will be added to the final score of all competitors who are successful in these types of examinations, and who qualify for, and have requested by mail, these points. **In open (only)** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans (5 points for widows, widowers, and spouses if the veteran was in the National Guard); and 15 points for disabled veterans. **In open, non-promotional** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans and 15 points for disabled veterans. Employees who have achieved permanent State civil service status are not eligible to receive Veterans' Preference Points. "Permanent State civil service status" means the status of an employee who is lawfully retained in his/her position after completion of the applicable probationary period. This includes permanent intermittent, part-time, and full-time appointments. In addition, individuals who at any time achieved permanent State civil service status and subsequently resigned, or were dismissed from State civil service are not eligible to receive Veterans' Preference Points. Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference Points are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

## TAKING THE EXAM

**When you click the link below, you will be directed to the Training and Experience Evaluation. At the end of the Training and Experience Evaluation, it will be instantly scored.**

**[Click here to go to the Training and Experience Evaluation.](#)**